



# **FIFTH ROUND 2004 SALMON APPLICATION FORMS**

**ACQUISITION PROJECTS**

**18c**

**FEBRUARY 2004**

**FOR USE IN THE FIFTH ROUND 2004 GRANT  
CYCLE ONLY**

***Salmon Recovery Funding Board  
Mission Statement:***

The Board will support salmon recovery by funding habitat protection and restoration projects, and related programs and activities that produce sustainable and measurable benefits for the fish and their habitat.

**Salmon Recovery Funding  
Board Members**

*William Ruckelshaus (Chair), Seattle*

*Frank "Larry" Cassidy, Jr., Vancouver*

*Brenda McMurray, Yakima*

*James Peters, Olympia*

*Steve Tharinger, Clallam County*

*Mark Clark, Executive Director, Conservation Commission*

*Linda Hoffman, Interim Director, Dept. of Ecology*

*Designee: Tom Laurie*

*Jeff Koenings, Director, Dept. of Fish & Wildlife*

*Designee: Tim Smith*

*Doug Sutherland, Commissioner, Dept. of Natural  
Resources*

*Designee: Craig Partridge*

*Doug MacDonald, Secretary, Dept. of Transportation*

*Designee: none*

**IAC Director**

*Laura E. Johnson*

## Salmon Recovery Program – Acquisition Projects

### Application Materials Checklist

**Application Materials must be submitted for each project on the lead entity list.**

Available in PRISM	✓	Item	Section
Attach		Application Authorization Memorandum	
✓		General Application Information	Section 1
✓		Applicant / Organization Information	Section 2
✓		Project Contact Information	Section 3
✓		Goal and Objective	Section 4
✓		Short Description of Project	Section 5
✓		Summary of Funding Request and Match Contribution	Section 6
✓		Property Acquisition Cost Estimate	Section 7
✓		Application Questionnaire	Section 8
✓		Work Site Information	Section 9
✓		Permits	Section 10
✓		Salmonid Species Information	Section 11
✓		Habitat Factors Information	Section 12
Attach		Evaluation Proposal	Section 13
Attach		Project Partnership Contribution Form	Section 14
Attach		Landowner Willingness Form	Section 15
Attach		Maps (general vicinity & work site)	Applicant Creates
Attach		Project Photos	Applicant Creates
Attach		Long-Term Stewardship Plan	Applicant Creates
Attach		Other Materials (optional)	Applicant Creates

**✓ - Items with a check mark can be entered directly into PRISM. Items marked "Attach" can be attached as document in PRISM, however if this is not possible, documents can be mailed to the IAC Office.**

## Application Authorization Memorandum

Each organization submitting a project must complete this form.

**TO:** Salmon Recovery Funding Board (SRFB)  
PO Box 40917  
Olympia, Washington 98504-0917

**THROUGH:** \_\_\_\_\_  
(lead entity name)

**FROM:** \_\_\_\_\_  
(applicant name)

Through the lead entity identified above, the SRFB is hereby requested to consider this application for financial assistance for the Salmon Recovery project(s) described below and to grant funding from such State and Federal sources as may be available. This application is prepared with knowledge of and in compliance with SRFB's policies and procedures. Further, we agree to cooperate with the SRFB by furnishing such additional information as may be necessary to execute a SRFB Project Agreement and to adhere to all appropriate state and federal statutes governing grant monies under the Project Agreement. We are aware that the grant, if approved, is paid on a reimbursement basis. We agree that all application materials, including photos, slides, site drawings, maps, etc., become the property of IAC/SRFB and may be used by IAC/SRFB for education, information, or other non-commercial purposes in publications, presentations or on the IAC/SRFB web site.

**Project Name(s):** \_\_\_\_\_  
(Attach list \_\_\_\_\_  
if necessary) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I/we certify that to the best of our knowledge, the data in this application is true and correct. In addition, I/we certify that the matching resources identified in the grant are committed to the above project. I/we acknowledge responsibility for supporting all non-cash commitments and donations should they not materialize.

**Authorized Representative:** \_\_\_\_\_  
(signature) (date)

Printed Name and Title: \_\_\_\_\_

## 1. General Application Information

(ENTER ON PRISM TAB 1)

Project Name

Project Type

☒ **Acquisition only** (fee simple, less-than-fee simple)

## 2. Applicant / Organization Information

(ENTER ON PRISM TAB 1 – SEARCH FOR ORGANIZATION)

Organization Name

Organization Type (check one)

- |   |  |  |
|---|--|--|
| <input type="checkbox"/> City/Town                | <input type="checkbox"/> County                  | <input type="checkbox"/> Conservation District |
| <input type="checkbox"/> Native American Tribe    | <input type="checkbox"/> Non-profit Organization | <input type="checkbox"/> RFEG                  |
| <input type="checkbox"/> Special Purpose District | <input type="checkbox"/> State Agency            |  |

Organization Address

Address

City/Town

State, Zip

Telephone #

FAX #

Internet e-mail address

Website URL

## 3. Project Contact Information

Complete one for each contact.

(ENTER ON PRISM TAB 1 – SEARCH FOR PERSON)

☐ Mr.   ☐ Ms.   Title

First Name

Last Name

☐ Primary Contact   OR   ☐ Alternate Contact

Contact Mailing Address

Address

Work Telephone #

City/Town

FAX #

State, Zip

Internet e-mail address

## 4. Goal and Objective

Select one goal and one objective that best fits your project and respond all to the measurements for that goal and objective.

(ENTER GOAL AND OBJECTIVE ON PRISM TAB 2; SAVE, THEN ENTER MEASUREMENT RESPONSES ON PRISM TAB 6)

<p><b>Goal:</b> The goal of the project is to increase and/or maintain adequate flows for wild salmon.</p> <p><b>Objective:</b> The objective of the project is to acquire water rights affecting salmon bearing stream.</p>	<input type="checkbox"/>
<p><b>Measurement:</b> Length of stream bank protected through land acquisition/easement/lease? [This refers to meander miles of stream bank proposed for protection and actually protected by acquisition, easement or lease. Count miles on both sides of stream if both sides are acquired. Count on one side if only one side is acquired.]</p>	<p>_____ miles</p>
<p><b>Goal:</b> The goal of the project is to protect degraded habitat from further degradation with the intent to restore the habitat.</p> <p><b>Objective:</b> The objective of the project is to protect degraded salmon refugia, and habitat part of key ecological processes.</p>	<input type="checkbox"/>
<p><b>Measurement:</b> Length of stream bank protected through land acquisition/easement/lease? [This refers to meander miles of stream bank proposed for protection and actually protected by acquisition, easement or lease. Count miles on both sides of stream if both sides are acquired. Count on one side if only one side is acquired.]</p>	<p>_____ miles</p>
<p><b>Goal:</b> The goal of the project is to protect intact habitat from degradation.</p> <p><b>Objective:</b> The objective of the project is to protect salmon refugia and habitat that is part of a key ecological process.</p>	<input type="checkbox"/>
<p><b>Measurement:</b> Length of stream bank protected through land acquisition/easement/lease? [This refers to meander miles of stream bank proposed for protection and actually protected by acquisition, easement or lease. Count miles on both sides of stream if both sides are acquired. Count on one side if only one side is acquired.]</p>	<p>_____ miles</p>

## 5. Short Description of Project

**Describe project, what will be done, and what the anticipated benefits will be in 1500 characters or less.**

**(ENTER ON PRISM TAB 2)**

**NOTE:** Many audiences, including the SRFB, SRFB's Review Panel and Technical Advisors, media, legislators, and the public who may inquire about your project use this description. Provide as clear, succinct and descriptive an overview of your project as possible – many will read these 1-2 paragraphs!

The description should state what is proposed. Identify the specific problems that will be addressed by this project, and why it is important to do at this time. Describe how, and to what extent, the project will protect, restore or address salmon habitat. Describe the general location, geographic scope, and targeted species/stock. This short description should be the summary of the detailed proposal set out under Evaluation Proposal, with particular emphasis on questions I-IV.

*The database limits this space to 1500 characters (including spaces); any excess text will be deleted.*

## 6. Summary of Funding Request and Match Contribution

Remember to update this section whenever changes  
are made to your cost estimates.  
(ENTER ON PRISM TAB 3)

### TOTAL PROJECT COST (A + B)

(Sponsor Match & SRFB Contribution)

\$ \_\_\_\_\_

### A. Sponsor Match Contribution (15% minimum is required for match)

Appropriation/Cash \$ \_\_\_\_\_

Bonds - Council \$ \_\_\_\_\_

Bonds - Voter \$ \_\_\_\_\_

Cash Donations \$ \_\_\_\_\_

Conservation Futures \$ \_\_\_\_\_

#### Donations

Donated Equipment \$ \_\_\_\_\_

Donated Labor \$ \_\_\_\_\_

Donated Land \$ \_\_\_\_\_

Donated Materials \$ \_\_\_\_\_

Donated Property Interest \$ \_\_\_\_\_

#### Force Account

Force Acct - Equipment \$ \_\_\_\_\_

Force Acct - Labor \$ \_\_\_\_\_

Force Acct - Material \$ \_\_\_\_\_

#### Grants\*

Grant - Federal \$ \_\_\_\_\_

Grant - Local \$ \_\_\_\_\_

Grant - Private \$ \_\_\_\_\_

Grant - State \$ \_\_\_\_\_

### Total Sponsor Match Contribution

\$ \_\_\_\_\_

15% Minimum Match Required  
of A. TOTAL PROJECT COST

### B. SRFB Contribution (grant request)

\$ \_\_\_\_\_

\$5,000 Minimum Request

**\*Note, be sure to identify the name and type of any matching grant in the  
Application Questionnaire Section.**

**Note: The Total Project Cost must equal the totals  
from the following Cost Estimate Sections.**



## 7. Property Acquisition Cost Estimate

ACQUISITION includes the purchase of land in fee title, or lesser interests such as conservation easements or other property rights. Conservation easements must be in perpetuity. The acquisition policy is set out in Manual #3, located on IAC Web Page <http://www.iac.wa.gov/srfb/docs.htm>. **(ENTER ON PRISM TAB 4)**

	Property	Property	Property	Total Properties
Property Name				Leave shaded
Date to be Acquired				areas blank
Acreage to be Acquired				
<b>VALUE DETERMINATION TYPE</b>	<b>(Check one for each property)</b>			
Appraised/reviewed value	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Estimate of value	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Letter of opinion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>PURCHASE TYPE</b>	<b>(Check one for each property)</b>			
Fee ownership (land/improvements)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Less than fee ownership	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>ACQUISITION COST ITEMS</b>	<b>(Complete all that apply)</b>			
Applicable taxes				
Appraisal and review				
Baseline inventory				
Closing				
Demolition				
Easement – access				
Easement – conservation				
Easement – other				
Easement – trail				
Fencing				
Hazardous substances assessment				
Improvements & structures				
Land				
Noxious weed control				
Recording fees				
Relocation				
Rights – agriculture				
Rights – development				
Rights – mineral				
Rights – other				
Rights – timber				
Rights – water				
Signing				
Survey				
Title reports/insurance				
Wetland delineation				
<b>Column Sub-Total</b>				
<b>Admin Costs (5% of Sub-Total)</b>				
<b>TOTAL ACQUISITION COSTS</b>				

## 8a. Application Questionnaire

All applicants must answer the following questions.

(ENTER ON PRISM TAB 8)

### Cost Efficiencies

For any grants listed in the Summary of Funding Request and Match Contribution Section, are there any restrictions on the use of these grant funds? When and how long will the grant funds be available to this project?

Describe the type of donated labor (skilled and unskilled), donated equipment, and donated materials that will be used for this project, identified in the Summary of Funding Request and Match Contribution Section.

### Land Ownership

What type of landowner currently owns the property? (Federal, Local, Private, State or Tribal.)

What is the current land use of the site, and its history? Describe past human uses and salmon habitat functions.

### Worksite Location Data

What are the geographic coordinates of the work site(s) (in degrees, minutes and seconds)? [If you do not have them, you may leave this question blank.]

What is the township/range/section of the work site(s)?

In what county(s) is the work site(s) located? In what city, if applicable?

In what Water Resource Inventory Area(s) (WRIA) is the work site located? (Provide WRIA name and WRIA number.)

Is the work site on a stream and/or other waterbody? If yes, name the stream and/or waterbody. If the stream is a tributary of a larger stream, also name the larger stream. If you know the river mile, list it here.

Is your work site(s) located within estuarine or saltwater habitat? If so, name it. How close is it to fresh water systems? Name any other estuary or habitat adjacent to this site.

Is the work site(s) located within a park, wildlife refuge, natural area preserve, or other recreation or habitat site? If yes, name the area.

### **8b. Application Questionnaire**

Will the property proposed for acquisition involve future restoration? If yes, explain how and when restoration will occur.

### **8c. Application Questionnaire**

**Non-profit organizations must answer the following questions.**

Is your organization registered as a non-profit with the Washington Secretary of State? If so, what is your Unified Business Identifier (UBI) number?

What date was your organization created?

How long has your organization been involved in salmon and habitat conservation?

## **9. Work Site Information** **(ENTER ON PRISM TAB 9)**

Driving Directions (provide directions that will enable staff to locate the project):

Current Landowner(s) of the site (name and address). Remember to complete the Landowner Willingness Form.

## 10. Permits

Check the appropriate boxes to indicate required and/or anticipated permits.  
General permit information can be obtained at the Dept. of Ecology Permit Assistance Center  
1-800-917-0043 or on their Internet site  
<http://www.ecy.wa.gov/programs/sea/pac/index.html>.

(ENTER ON PRISM TAB 10)

Permits	Comments Regarding Permit Status
<input type="checkbox"/> Aquatic Lands Use Authorization (Dept of Natural Resources)	
<input type="checkbox"/> Building Permit (City/County)	
<input type="checkbox"/> Clear & Grade Permit (City/County)	
<input type="checkbox"/> Cultural Assessment [Section 106] (CTED-OAHP)	
<input type="checkbox"/> Dredge/Fill Permit [Section 10/404 or 404] (US Army Corps of Engineers)	
<input type="checkbox"/> Endangered Species Act Compliance [ESA] (US Fish & Wildlife/NMFS)	
<input type="checkbox"/> Forest Practices Application [Forest & Fish] (Dept of Natural Resources)	
<input type="checkbox"/> Health Permit (Dept of Health/County)	
<input type="checkbox"/> Hydraulics Project Approval [HPA] (Dept of Fish & Wildlife)	
<input type="checkbox"/> NEPA (Federal Agencies)	
<input type="checkbox"/> SEPA (Local or State Agencies)	
<input type="checkbox"/> Shoreline Permit (City/County)	
<input type="checkbox"/> Water Quality Certification [Section 401] (County/Dept of Ecology)	
<input type="checkbox"/> Water Rights/Well Drilling Permit (Dept of Ecology)	
<input type="checkbox"/> Other Required Permits (identify)	
<input type="checkbox"/> None – No permits Required	

## 11. Salmonid Species Information

Identify one or more targeted Salmonid species (directly on-site, indirectly downstream or within the rearing/migration corridor) whose habitat conditions you are attempting to improve or protect. Select one Primary Species.

(ENTER ON PRISM TAB 11)

Salmonid Species	Species Targeted (select as many as apply)	Primary Species (select only one)
Bull Trout	<input type="checkbox"/>	<input type="checkbox"/>
Chinook	<input type="checkbox"/>	<input type="checkbox"/>
Chum	<input type="checkbox"/>	<input type="checkbox"/>
Coho	<input type="checkbox"/>	<input type="checkbox"/>
Cutthroat	<input type="checkbox"/>	<input type="checkbox"/>
Pink	<input type="checkbox"/>	<input type="checkbox"/>
Sockeye	<input type="checkbox"/>	<input type="checkbox"/>
Steelhead	<input type="checkbox"/>	<input type="checkbox"/>

## 12a. Habitat Factors Addressed

Identify one or more Habitat Factors being addressed by this Project and select one Primary Factor.

For definitions of Habitat Factors, see Manual 18b, Appendix B.

(ENTER ON PRISM TAB 11)

Habitat Factors	Project Addresses (select as many as apply)	Primary Factor (select only one)
1. Biological Processes	<input type="checkbox"/>	<input type="checkbox"/>
2. Channel Conditions	<input type="checkbox"/>	<input type="checkbox"/>
3. Estuarine and Near-shore Habitat	<input type="checkbox"/>	<input type="checkbox"/>
4. Floodplain Conditions	<input type="checkbox"/>	<input type="checkbox"/>
5. Lake Habitat	<input type="checkbox"/>	<input type="checkbox"/>
6. Loss of Access to Spawning and Rearing Habitat	<input type="checkbox"/>	<input type="checkbox"/>
7. Riparian Conditions	<input type="checkbox"/>	<input type="checkbox"/>
8. Streambed Sediment Conditions	<input type="checkbox"/>	<input type="checkbox"/>
9. Water Quality	<input type="checkbox"/>	<input type="checkbox"/>
10. Water Quantity	<input type="checkbox"/>	<input type="checkbox"/>

## 12b. Species/Habitat Factors Information Sources

For Species Information provide the source and indicate if the species listed are directly on-site at some point in their life stage (i.e. SaSI, WDFW Stream Catalog, Stream Survey/Field Observation, Limiting Factors Distribution Maps).

For Habitat Factors Information list the study/report and date identifying the habitat factors for your project (i.e. SaSI, limiting factors analysis, watershed analysis, other assessments or studies).

(ENTER ON PRISM TAB 11)

Study Name	Author	Date

## **13. Evaluation Proposal Acquisition Project**

**Applicants must respond to the following items. The local citizen and technical advisory groups will use the evaluation proposal to evaluate your project. Applicants should contact their lead entity for additional information that may be required.**

***Up to eight pages may be submitted for each project evaluation proposal.***

**(SUBMIT INFORMATION VIA PRISM ATTACHMENT PROCESS OR ON PAPER)**

### **I. BACKGROUND**

Describe the fish resources, the current habitat conditions, and other current and historic factors important to understanding this project. Be specific—avoid general statements. When possible, document your sources of information by citing specific studies and reports.

### **II. PROBLEM STATEMENT**

State the nature, source, and extent of the problem that this project will address and help solve. Address the primary causes of the problem, not just the symptoms. When possible, document your sources of information by citing specific studies and reports.

### **III. PROJECT OBJECTIVES**

List the project's objectives. Objectives are statements of specific outcomes that typically can be measured or quantified over time. Objectives are more specific than goals (visions of the desired future condition) and less specific than tasks (the specific steps that would be taken to accomplish each of the objectives). For example, the objectives of an acquisition project might be to protect a forested riparian buffer, to protect a steep slope, to protect a floodplain, to protect a channel migration zone, and to extinguish timber, development, and agricultural rights. Explain how achieving the objectives will address and help solve the problem identified in II above.

### **IV. PROJECT APPROACH**

- ▷ Briefly describe the geographic setting of the project (marine nearshore, estuary, main stem, tributary, etc.) and the life cycle stage(s) affected.
- ▷ Briefly describe the habitat types on site (spawning, rearing, forested riparian/floodplain, wetlands, tributary, side-channel, off-channel, uplands, etc.) and their size and quality.
- ▷ Briefly describe adjacent habitat types (upstream, downstream, across stream, upland) that are in protected status and their size and quality.
- ▷ List the individuals and methods used to identify the project and its location.
- ▷ Describe the consequences of not conducting this project at this time and describe the current level and imminence of risk to habitat. For multi-site acquisition projects, identify all the possible parcels that will provide similar benefits and certainty and provide a clear description of how parcels will be prioritized and how priority parcels will be pursued for acquisition.
- ▷ Describe the project design and how it will be implemented.
  - Explain how the project's cost estimates were determined.
  - Describe other approaches and opportunities that were considered to achieve the project's objectives.

- List project partners. When appropriate, include a letter from each participating partner briefly outlining its role and contribution to the project. (See Section 14 for a sample format.)
- List all landowner names. Include a signed form from each landowner acknowledging their property is proposed for SRFB funding consideration. (See Section 15 for a sample format.)
- Describe your approach to long-term stewardship of the facility or land. Include with your application a copy of the stewardship plan. The stewardship plan should be related to the project's objectives. The stewardship plan is not included in the 8-page maximum.
- When known, identify the staff, consultants, and subcontractors that will be implementing the project, including their names, qualifications, roles and responsibilities. If not yet known, describe the selection process.

## **V. TASKS AND TIME SCHEDULE**

List and describe the major tasks and time schedule you will use to complete the project.

## **VI. CONSTRAINTS AND UNCERTAINTIES**

State any known constraints or uncertainties that may hinder successful completion of the project. Identify any possible problems, delays, or unanticipated expenses associated with project implementation. Explain how you will address these constraints.



## 14. Project Partner Contribution Form

### Project Partner:

Partner Address:

### Contact Person

☐ Mr.      ☐ Ms.      Title

First Name:      Last Name:

Contact Mailing Address:

Contact E-Mail Address:

### Description of contribution to project:

Estimated value to be contributed: \$\_\_\_\_\_

\_\_\_\_\_  
Partner's signature

\_\_\_\_\_  
Date

## 15. Landowner Willingness Form

### Landowner Information:

**Name of Landowner:**

**Landowner Contact Information:**

☐ Mr.      ☐ Ms.      Title

First Name:      Last Name:

Contact Mailing Address:

Contact E-Mail Address:

**Property Address or Location:**

I certify that \_\_\_\_\_ is the legal owner of property described in this grant  
(landowner or organization)  
application to the Salmon Recovery Funding Board (SRFB). I am aware the project is being proposed on said property. My signature authorizes the applicant listed below to seek funding for project implementation, however, does not represent authorization of project implementation.

\_\_\_\_\_  
**Landowner Signature**

\_\_\_\_\_  
**Date**

### Project Applicant Information

**Project Name:**

**Project Applicant Contact Information:**

☐ Mr.      ☐ Ms.      Title

First Name:      Last Name:

Contact Mailing Address:

Contact E-Mail Address:

Lead Entity Organization: